



Town of Dumfries
Council Meeting

Meeting Date:

October 1, 2013

Agenda Item#

XI A thru F

AGENDA ITEM FORM

TYPE OF AGENDA ITEM:

- ☐ CONSENT AGENDA
☐ PRESENTATION
☐ ACTION ITEM
☐ TOWN MANAGER & STAFF COMMENTS
☐ PUBLIC HEARING
☐ Duly Advertised

PURPOSE OF ITEM:

- ☐ INFORMATION ONLY
☒ DISCUSSION ONLY
☐ DISCUSSION AND/OR DECISION
☐ Introduction ☐ Resolution
☐ Ordinance ☐ Grant/MOU
☐ By Motion ☐ Bylaws
☐ Certificate

PRESENTER:

PRESENTER TITLE:

AGENDA ITEM:

Council Reports

BACKGROUND / SUMMARY:

Reports from Council Members who have been appointed to a Board or Committee

ATTACHMENTS:

Events Committee Minutes 9-10-13
Parks and Recreation Commission Agenda 9-24-13

REQUESTED ACTION:

☒ NO ACTION REQUESTED

FOR MORE INFORMATION, CONTACT:

Name:

Phone#:

E-mail:

FOR USE DURING MEETING

VOTE:

☐ PASSED

☐ NOT PASSED

Y	N		Y	N		Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Brewer	<input type="checkbox"/>	<input type="checkbox"/>	Foreman	<input type="checkbox"/>	<input type="checkbox"/>	Forrester
<input type="checkbox"/>	<input type="checkbox"/>	Reynolds	<input type="checkbox"/>	<input type="checkbox"/>	Toney	<input type="checkbox"/>	<input type="checkbox"/>	Washington
<input type="checkbox"/>	<input type="checkbox"/>	Wood						

Events Committee Meeting Notes

September 10, 2013

The Events Committee met on Tuesday September 10th in the Community Center.

The meeting began at 5:10 p.m. with the following present: Council Member Gwen Washington, Cydny Neville (Community Services Director), Ray Lowry (Public Works), and Becca Edwards (Police Department).

Ms. Neville provided an update on the Fall Festival as follows:

- Cydny provided an updated overview of Garrison Park with locations of vendors, kids' area, food vendors, picnic area, Hilldrup truck/stage, etc.
- There are approximately 60 vendors
- The Hilldrup truck/stage should be dropped off Friday morning
- Cydny will follow-up with Mr. Toney to check on the status of parking on the Fraley property across from the furniture store; if we are given permission to park in this lot, the "Town Event Parking" sign will be placed there
- Cydny will e-mail the vendors and ask them to park their vehicles in the lot across from Mine Road; the "Special Event Parking" sign will be placed at this lot
- There will parking areas coned off for handicapped parking in the area of the Hilldrup truck/stage
- Cydny will work on the timeline for the talent participants this week
- Cydny will have a flyer with the Talent Performance Times prior to the event Saturday
- Cydny is coordinating the gift cards that will be awarded as Talent Contest prizes
- "Don's Johns" will be placed in the back corner of the vendor area
- Brittney is going to oversee the kids area (inflatable slide, game truck, kids exercise area)
- Mrs. Washington secured face painters for the event (the same as last year); they are covering 11:00 a.m. to 5:00 p.m.; there are four face painters who will each work three hours and receive \$75 each
- Cydny and Ray will place vendor assignment signs Friday
- Ray will cone off the parking area for the Hilldrup truck Thursday night
- Ray will have the necessary number of tables in place Saturday morning
- Ray has cut the grass for the event
- Ray will move picnic tables from Merchants Park to Garrison Park for the event
- Ray will set up canopies and chairs for the Town, Police Department, and Face Painting areas

The only other discussion was related to characters (Santa, Easter Bunny, etc.) for various Town sponsored events. The committee discussed advertising for persons who may be interested in participating as a "character" at an event, going forward.

The next meeting will be coordinated after the Fall Festival.

The meeting concluded at 5:40 p.m.



DUMFRIES, VIRGINIA

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PARKS AND RECREATION COMMISSION

DUMFRIES TOWN HALL—COUNCIL CHAMBERS
SEPT 24, 2013 – 5:00 P.M.

A G E N D A

- I. Roll Call of Attendees
- III. NEW BUSINESS
 - A. Mayor Yohey Memorial
 - B. By Laws
 - C. Creating Community Use Park Policy
 - D. Post Concert Lessons
 - i. Questions from Mayor
- IV. OLD BUSINESS
 - A. Commission By-Laws
- IV. Members Comments
- V. Next meeting Date Oct 29, 2013 at 5:00pm
- VI. Adjournment